



1.22.2010 Audit Committee Meeting Minutes

To: Kristi Tomey, Audit Committee Chairman

KAT

From: Chris Compton, Secretary

CC: Sterling Cheatham
Debra Mack
✓ Allison Collins
Stephanie Jacobs
Bryon Dorey

Date: January 22, 2010

Call to order:

Kristi Tomey, Audit Committee Chairman, brought the meeting to order at 10:15 am on January 22, 2010 in the City Manager's Conference Room.

Members Present:

Kristi Tomey
Earl Sheridan
Charlie Rivenbark

Staff Present:

Sterling Cheatham
Bryon Dorey
Chris Compton

Staff Absent:

Allison Collins
Debra Mack

Summary of Action Items:

1. Discussion – The review of City Council's Travel Policy.

- Sterling gave a background and chronology of events relating to the current travel policy.
- Two Councilmembers are already over their individual travel allotment of \$1,750. They are using funds from the \$3,000 contingency pool and are on track to exhaust this pool with travel that has already been approved and booked.
- These members also serve on State and/or National Public Policy organization boards that are affiliated with the City; specifically, the National League of Cities, the North Carolina League of Municipalities and the North Carolina Metropolitan Coalition.

- It was noted at the time the initial policy was developed last year that it may be appropriate to carve out a separate pool of funds for this service as above normal Council business travel. A change to create this separate pool was recommended.
- A motion was made by Charlie Rivenbark and seconded by Earl Sheridan for staff to create a Resolution to change the Policy to include the creation of a new and separate pool of funds to cover travel expenses associated with the travel of a Councilmember elected or appointed to serve on a policy making board such as those noted which are affiliated with the City. The motion was unanimous.
- It was also pointed out that additional funds will likely be needed during the year to support this important but unanticipated travel.
- This item will be prepared as a Resolution for City Council to consider as an amendment to the City Council Travel Policy.

2. Discussion – Proposed change of the Audit Committee regularly scheduled meetings.

- To simplify scheduling for future Audit Committee meetings, the committee will now meet every other month, on the third Monday of that month, following the Council Agenda Briefing meeting.
- The next meeting will be on Monday, March 22, 2010 in the City Manager's Conference Room.

Adjournment:

The meeting was adjourned at 10:30 a.m.

Next Meeting Date:

Monday, March 22, 2010, in the City Manager's Conference Room, following the Agenda Briefing meeting.